

# POSITION DESCRIPTION (Please Read Instructions on the Back)

1. Agency Position No.

S000055

6. OPM Certification No.

2. Reason for Submission

☐ Redescription

☒ New

☐ Reestablishment

☐ Other

Explanation (Show any position replaced)

SPD

3. Service

☐ Hdqtrs.

☒ Field

4. Employing Office Location

5. Duty Station

7. Fair Labor Standards Act

☐ Exempt

☒ Nonexempt

8. Financial Statements Required

☐ Executive Personnel Financial Disclosure

☐ Employment and Financial Interests

9. Subject to IA Action

☒ Yes

☐ No

10. Position Status

☒ Competitive

☐ Excepted (Specify in Remarks)

☐ SES (Gen.)

☐ SES (CR)

11. Position is:

☐ Supervisory

☐ Managerial

☒ Neither

12. Sensitivity

☒ 1-Non Sensitive

☐ 3-Critical Sensitive

☐ 2-Noncritical Sensitive

☐ 4-Special Sensitive

13. Competitive Level Code

14. Agency Use

15. Classified/Graded by

Official Title of Position

Pay Plan

Occupational Code

Grade

Initials

Date

a. U.S. Office of Personnel Management

b. Department, Agency or Establishment

c. Second Level Review

d. First Level Review

Engineering Equipment Operator

WG

5716

8

6-30-2002

e. Recommended by Supervisor or Initiating Office

16. Organizational Title of Position (If different from official title)

17. Name of Employee (If vacant, specify)

18. Department, Agency, or Establishment

Department of the Interior

a. First Subdivision

U.S. Fish &amp; Wildlife Service

b. Second Subdivision

Region

c. Third Subdivision

d. Fourth Subdivision

e. Fifth Subdivision

19. Employee Review--This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the

knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor

b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)

Signature

Date

Signature

Date

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position

Engineering Equipment Operator, 5716, TS-4, 1/69; Tractor Operator, 5705, TS-62, 1/92; Maintenance Mechanic, 4749, TS-30, 5/74  
Standard PD

Typed Name and Title of Official Taking Action

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

Signature

Date

23. Position Review

Initials

Date

Initials

Date

Initials

Date

Initials

Date

Initials

Date

a. Employee (optional)

b. Supervisor

c. Classifier

24. Remarks

FPL:  
BUS:  
Drug:

CDL:  
Medical:

Heard June 4-28-03  
APPROVED FOR SERVICEWIDE USE

25. Description of Major Duties and Responsibilities (See Attached)

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OF 6 (Rev. 1-85)  
U.S. Office of Personnel Management  
FPM Chapter 295

## **Engineering Equipment Operator, WG-5716-8**

### **A. MAJOR DUTIES:**

Operates a variety of gasoline or diesel powered engineering and construction equipment with wheeled or crawler-type traction and attachments. Work is generally performed on flat or rolling terrain where fine grades are not required. There may be some uneven characteristics due to habitat differences or artificial slopes such as dikes or roads.

Performs the following duties which are typical, but not necessarily all inclusive: in forested terrain, operates crawler tractor in piling of slash, clearing brush, small trees, tree stumps, and rocks, and developing fire lanes. On areas where terrain is relatively flat and/or rolling, operates crawler tractor, or motor grader in rough grading of trails. Operates front-end attachments to remove piles of dirt, to load trucks, or for the digging of earth or gravel. Operates bulldozer, angle dozer, or other attachments to push refuse into an open pit or to fill in demolished building sites and cover with earth, to clean ditches, to fill holes in dikes, or to excavate ditches and ponds.

May operate farm tractors with auxiliary equipment for farming, mowing, maintaining dikes, and other related activities. In addition may be called upon to perform tasks involved with biological census work, fire suppression, building maintenance, and other miscellaneous duties not requiring any special skill, training, or experience.

### **TYPES OF EQUIPMENT USED:**

Is proficient in operating the following equipment: Dozers (up to D-6 size) with implements; loader (front end); loader/backhoe; dump truck; straight truck (hauling small equipment); truck/tractor (hauling large equipment) (local travel only); and farm tractors with implements.

### **WORK SPECIFICATIONS:**

Conducts disking, chopping, mowing, rotovating, digging, loading and leveling to a rough grade for the purpose of ditch cleaning, culvert installation, creating and maintaining trails and fire breaks, patching potholes, piling slash and various other purposes.

### **MAINTENANCE AND REPAIR:**

Services equipment by checking fluids, lubricating, and performing safety checks. Performs minor repairs which include replacement of hoses, belts, fuses, light bulbs, etc. that do not require dismantling large components of the equipment such as radiators, hydraulic tanks, alternators, tracks, etc.

Services, checks, and fuels equipment and attachments before operation. Performs daily preventative maintenance and makes minor repairs and adjustments to equipment and attachments. This includes, but is not limited to, replacing chains and belts, cables, lubrication, oil and filter changes, battery checks, and safety inspections.

**B. SKILL AND KNOWLEDGE:**

Has knowledge and skill in the use of controls to operate the equipment and attachments in a safe manner in carrying out the duties assigned. Has a basic knowledge of the terrain and the capabilities of the equipment in order to plan the proper approach to assignments. Is able to service, check, and perform preventative maintenance on equipment and attachments. Good hand, foot, and eye coordination is required to operate controls simultaneously. Must be able to operate the equipment in confined areas.

**C. RESPONSIBILITY:**

Work consists of a variety of tasks. Work does not require grading surfaces to exact specifications. The worker is responsible for operating in a safe manner to avoid injury to self and others, and damage to equipment. Oral or written instructions and/or work orders concerning the locations of the job, and the work to be done, are given. The employee plans the approaches to the assignment and work is performed largely without direct supervision. Work may be spot-checked in progress or upon completion for conformance to instructions and quantity and quality of work accomplished. More detailed instructions and reviews are provided with new, unusual, or complex assignments, or equipment. Employee must maintain a commercial driver's license and maintain certification on all equipment he/she operates.

**D. PHYSICAL EFFORT:**

Heavy physical effort is used in the operation of the equipment and attachments. Considerable strain is caused by the constant vibration of the equipment and the jolting received from operation of the equipment over rough surfaces. Location of the controls and attachments frequently require work in awkward or strained positions.

**E. WORKING CONDITIONS:**

The work is performed in all types of weather, often in an open driver's seat. The operator is exposed to injury due to the possibility of equipment overturning and is subject to noise, vibration, dust, and fumes from machinery. Caution must be exercised to prevent injury caused by moving machinery or breaking cables.

**CONDITIONS OF EMPLOYMENT:**

Commercial Drivers License (CDL) is required.

Medical is required.

Drug Test is required.